

**WSDOT/ACEC-WA
Project Development Team Meeting
Lakewood Maintenance Facility
November 4, 2005**

Action Items

Rick Smith will gather some Lessons Learned. He will also rewrite the Co-Location Training recommendation and send it to John Villager and Doyle Dilley.

Duncan Findlay will review statutes and RCWs regarding prequalification. He will meet with Brad Stein.

Lisa Reid and John Villager will determine what their companies are doing in other states and jurisdictions regarding prequalification.

Ken Smith will talk to Don Nelson to discuss any fatal flaws regarding prequalification.

Team members - If you have Consultant Cost templates for contract negotiations available, please send them to Ken Smith. Successful scopes of work, schedules, and budgets would also be helpful.

Mike Mariano and Lisa Reid will develop a framework for a Deliverable Expectation Matrix for the next meeting. Look at the Constructability Training information on the ACEC-WA/WSDOT website and see what kinds of matrixes are there.